

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

LATENT PRINT AND FORENSIC SPECIALIST SUPERVISOR

NOTE: Formerly LATENT PRINT & EVIDENCE TECHNICIAN SUPERVISOR

DEFINITION:

Under direction, to supervise the collection, development and preservation of evidence and the identification of latent prints for police investigations; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Plans, assigns and coordinates the work of subordinates engaged in the collection, development and preservation of evidence and the identification of latent prints for police investigations;
- Ensures that proper procedures are followed in collecting, preserving and photographing evidence and in developing latent prints and casts of shoe/tire impressions;
- Reviews case reports, evidence lists, and field investigations to ensure that evidence is properly recorded and described;
- Ensures that the integrity of evidence has been maintained in collection and preservation;
- Prioritizes and schedules work assignments;
- Provides technical direction and trains subordinates;
- Directs the development and preservation of latent prints;
- Reviews and prepares photographed court exhibits and testifies in court as a witness;
- Maintains an inventory of supplies and equipment;
- Prepares budget estimates;
- Reviews and rates the work performance of subordinates;
- Performs related work.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Two years of experience in collecting, developing and preserving evidence, or classifying, evaluating, comparing and identifying latent prints related to police investigations. Possession of a valid California Class C Driver's License.

*** EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.